



*The
Paradise
Irrigation District
Is Seeking A
District Manager*



Unique Opportunity

The Paradise Irrigation District is seeking to replace Ray Auerbach, who is retiring after six successful years as District Manager. The position offers a unique opportunity to lead an established, resourceful public water agency located in a scenic, foothill setting that enjoys a lower than average California cost of living. Not affiliated with the California's Public Employee Retirement System (PERS), the District will be especially attractive to PERS members considering a second career.

The District

The District has been serving the water needs of the community of Paradise since the District was established in 1916. Originally formed to provide agricultural water, the focus of service has shifted over the years to primarily residential and business customers. Today, domestic and commercial users account for 94% of the total water consumed in the District.

The District's water supply comes primarily from runoff diverted from Little Butte Creek. Annual runoff has historically averaged 13,500 acre feet (AF) while District water demand is approximately 8,000 AF per year. The District stores water in two reservoirs, Paradise and Magalia, with a combined capacity of 11,497 AF. The District also has a well, drilled in 1996, with an estimated annual output of 200 AF to augment supply in drought or emergency situations.

The District operates a 22.8 million gallons per day water filtration treatment plant that was completed in 1995. The distribution system consists of five distribution storage reservoirs with a combined capacity of 9.5 million gallons, along with 169 miles of pipeline. The system is primarily gravity fed, but it is necessary to pump water to approximately 10% of the District's customers. The District currently serves approximately 10,000 connections.

Additional District services include managing the recreational uses and related facilities of the District's water reservoirs, water conservation and related consumer educational programs, and related security measures.

The District is governed by a five member Board of Directors, elected at large by District residents to four-year terms. The Board appoints the District Manager and contracts for the District's legal services. The Board holds regular meetings twice a month.

The Community

The Town of Paradise, with a current population of over 26,000, is located in the scenic foothills of the Sierra Nevada Mountains in Butte County on the east side of Northern California's Sacramento Valley approximately 90 miles north of Sacramento and 10 miles from Chico. Incorporated in 1979, Paradise residents enjoy the smell of pine trees and the mild climate found at the 1000-2000 foot elevation above the Valley floor. Long a destination for retirees, Paradise has, in recent years, seen a substantial increase in working families and children. Growing at a moderate pace, the Town's General Plan anticipates reaching a build-out population of 31,000 in the year 2020. The community offers a variety of attractive housing opportunities and an overall cost of living

considerably lower than those found in other regions of California.

Paradise is one of five incorporated cities in Butte County, with the others being Chico, Gridley, Biggs, and Oroville, which serves as the county seat. The area has a variety of opportunities for cultural enrichment and relaxation in a non-congested, rural environment. Bidwell Park, in nearby Chico, is the third-largest city park in the world extending 12 miles along Big Chico Creek. Educational and cultural activities are available

through California State University, Chico and nearby Butte College, as well as Paradise's Theater on the Ridge and Performing Arts Center.

Other recreational opportunities are abundant in the area. Nearby Lake Oroville provides a wide array of recreational activities. Water sports of all types are also available on the crystal lakes that dot the Sierra Nevada landscape. Whitewater rafting and canoeing are found in the canyons of many area rivers. Fishing opportunities for game fish like salmon, trout, and bass are abundant. Mountain biking and equestrian trails run for hundreds of miles, and backpacking is available in many square miles of wilderness.

Paradise is less than a two-hour drive from Sacramento, and only three hours from the San Francisco Bay Area.

The Position

Reporting to the Board of Directors, the District Manager is responsible for planning, organizing, directing and coordinating all activities and functions of the District and carrying out related Board policies. This responsibility includes, but is not limited to:

- directing the operations, maintenance, and general affairs of the District and its facilities and resources
- delegating work to staff, and assuring work completion



DISCHARGE FROM MAGALIA RESERVOIR

- presenting the Board with a recommended District budget, and overseeing the implementation of the version adopted by the Board
- representing the District in the community and in coordinating District interests with other government agencies, regulatory agencies, professional associations, and technical consultants
- providing advice and consultation on the development of programs and policies to the Board of Directors, District staff, consultants and other agencies
- reviewing legislation and related information, and preparing summary analysis for the Board
- handling all District personnel and labor relations matters, and keeping the Board informed on related issues
- coordinating the preparation of the Board's meeting agendas

The District Manager leads a talented and dedicated District work force of 40 operations, maintenance, technical and administrative employees. These include the following six key direct reports to the Manager: Finance Officer, Water Treatment Superintendent, Assistant Engineer, Field Superintendent, Office Manager and District Secretary. The Finance Officer also serves as District Treasurer, a position appointed by and reporting to the Board.

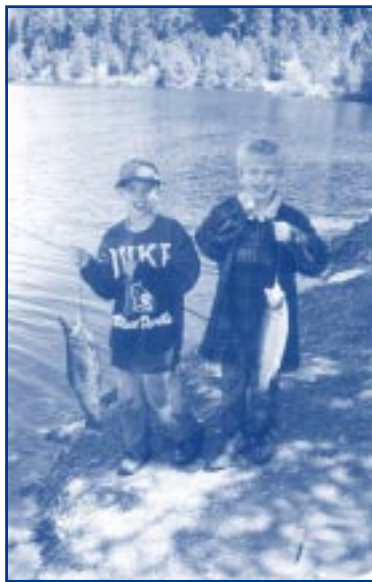
The District Manager oversees the District's \$7.4 million FY03-04 total budget, which includes a \$4.9 million operating budget. The District anticipates a total year-end reserve of \$4.1 million. District capital expenses during the year include completing major rehabilitation work to three of its storage tanks; replacing approximately 8,700 feet of water main lines; acquiring new document management imaging equipment; and purchasing new maintenance equipment. The District approved new water rate increases in 2003 that are projected to increase water revenues by 12% this year.

The District has employed three District Managers since 1969. The current Manager is retiring after six years of successful service.

Current Issues And Priorities

Current issues and priorities the Manager will need to address include:

Water Supply – To accommodate the water needs of the District's anticipated growth, and to provide adequate coverage in the event of an extended drought period, the District has been exploring various alternatives to increasing water supply. The District has approximately 6,000 AF of additional water rights that are not now being utilized due to a lack of storage. Alternatives currently under consideration include increasing the storage capacities of the District's existing reservoirs. The District



DISTRICT'S ANNUAL KID'S
FISHING DAY AT PARADISE LAKE

is also considering the alternative of obtaining water from Lake Oroville. The Manager will direct current efforts on related studies, explore means of financing viable projects, and eventually help the Board with the selection and implementation of related decisions.

Growth Policies – The District's Board of Directors recently approved a new Annexation Policy that outlines the terms on which the District will extend water service to new development outside its current service area. With this action, the Board made clear its intent to provide water for all its existing customers first, and set the standard by which customers from newly annexed areas will pay their fair share of the cost of providing their service. The Manager will need to ensure that this new policy is properly applied in the years ahead.

Relationships – The District currently enjoys a positive reputation in the viewpoint of a significant majority of its customers. The District has also benefited from positive relationships with neighboring agencies and various State and Federal agencies that regulate the District's operations. These relationships have resulted from open and regular communication as well as good customer service on the part of the District's Board, Manager and staff. The new Manager will play a key role in maintaining these valuable relationships.

Ideal Candidate

The ideal candidate will be an experienced water manager or high-level assistant in a full service water utility with strong staff and fiscal management abilities as well as a significant knowledge of water resources and operations. This personable and innovative leader will continue a tradition of positive Board-Manager relations, possess excellent communication, public & intergovernmental relations, and consensus building skills, and bring a track record of professional accomplishment.

Specific qualifications are as follows:

Education and Experience

A Bachelor's degree in a relevant field is expected. Registration and experience as a civil engineer is desirable.

Competencies

- Knowledgeable in water supply, quality and operations
- Competent in facility planning and financing, including knowledge of and experience in grant funding
- Able to carefully evaluate the organization's efficiency and effectiveness as well as keep the District on sound financial footing
- Progressive in the approach to business management and able to delegate both authority and responsibility while holding the organization accountable

- An effective listener, negotiator, and team builder who is open to new ideas and accessible
- Decisive once input has been received and viewpoints are known and understood
- Willing to be accountable for actions and convictions
- Effective in representing the District with customers, community groups, support organizations and other governmental agencies to further District objectives

Personal Characteristics

- People oriented and able to establish a strong working relationship with the Board, staff, community groups and customers
- Interested in creating a partnership with the Board, providing them with real alternatives, and demonstrating a sense of responsiveness and sensitivity
- Willing to follow Board direction and able to take the initiative in refining and implementing Board policy
- A self starter; operates with a sense of urgency; is timely and responsive
- An effective communicator, both orally and in writing
- Calm under pressure and possessing a good sense of humor
- Flexible, unbiased, compassionate and possesses the highest level of integrity
- Politically astute; yet not political

To learn more about the Paradise Irrigation District, visit its website at www.paradiseirrigation.com.

Compensation And Benefits

The salary for the District Manager is open and negotiable based on the qualifications of the successful candidate. The District offers a comprehensive benefit package, aspects of which are negotiable with the appointee. Basic features include:

Pension/Deferred Compensation – District pays 10.5% of each employee's base salary into a 457 deferred compensation plan, and has also provided a negotiable contribution to a 401(A) plan for the Manager. The District also participates in Social Security.

Health Insurance – District provides medical, dental and vision plan coverage for employee and dependents.

Life Insurance – District paid \$50,000 life insurance policy. Employee can purchase additional coverage.

Holidays, and Vacation Leave – Ten paid holidays; vacation leave is negotiable.

Other elements of the District's benefit plan include an Employee Assistance Program and a Flexible Benefits Plan. An auto allowance and cellular phone allowance are also included in the Manager's compensation package.

Application Process And Recruitment Schedule

To be considered for this position, please submit a resume and cover letter indicating current salary and the names of three work-related references to:



Kris Kristensen
CPS EXECUTIVE SEARCH
241 Lathrop Way
Sacramento, CA 95815
916 / 263-1401

Fax: 916 / 561-7205

Email: resumes@cps.ca.gov

Website: www.cps.ca.gov/search

The final filing date for this position is **Friday, June 11, 2004**.

Following the filing date, resumes will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultants in mid June. Candidates appearing best suited for the District will be reported to the Board of Directors. The Board will invite approximately 5-7 candidates to participate in an interview in Paradise sometime in early July. An offer of appointment is anticipated by early August following full reference and background checks, and a final interview.



PARADISE LAKE